

# USA Water Polo Southwest Zone Event Sanction Policy

Adopted January 21, 2002

## I. GENERAL

This document serves as a supplement to the USA Water Polo Southwest Zone Policies & Procedures document and describes the USA Water Polo Southwest Zone event sanction policies and the corresponding referee procedures. The motivating purpose of this document is to provide an enhanced structure and publish standards to have sanctioned water polo events in the Southwest Zone operate in a professional manner that provides greater value to all whom participate. For an event to be sanctioned by the Southwest Zone, an Event Director: **MUST** (1) complete the online USA Water Polo event sanction form, (2) and pay the designated fee to USA Water Polo (Note: It is generally a good idea to get this in soonest to initiate referee assignments and reduce possible scheduling conflicts) and (3) email the Southwest Zone ([southwestwaterpolo@earthlink.net](mailto:southwestwaterpolo@earthlink.net)) the following information: number of courses, location of pool(s), number of expected games, approximate timeline, length of quarters, level of referee requested, age groups/divisions expected. The Southwest Zone Chair will: (1) approve the sanction online through the USA Water Polo website assuming no issues with the host or form content, (2) inform the Southwest Zone Referee Delegate of the submitted sanction in order to commence the referee assignment procedure for the sanctioned event, (3) list the sanctioned event on the Southwest Zone calendar at <http://www.southwestwaterpolo.com> and (4) send an electronic announcement to members of the USA Water Polo Southwest Zone if asked to do so by the Event Director. Water polo events in the Southwest Zone are not required to be sanctioned; however none of the information in this document will apply to non-sanctioned events. Any references to the term 'event' refer to any single game, league or tournament.

This document is superceded by the USA Water Polo Conduct of Championships document for any USA Water Polo National Championship held within the Southwest Zone.

## II. USA WATER POLO SANCTION

For all USA Water Polo sanctioned events recognized by the Southwest Zone, the following apply:

- A. All participating teams must be USA Water Polo registered clubs and follow USA Water Polo club registration policies. EXCEPTION: Foreign clubs.
- B. All participating athletes must be USA Water Polo Athlete or Coach Members. EXCEPTION: Foreign athletes.
- C. All participating referees must be USA Water Polo Referee Members and currently USA Water Polo certified by the USAWP National Referees Committee.
- D. For each event, the Southwest Zone Referee Delegate or his/her designee **WILL**, in advance, select a Head Referee, assign certified and registered referees and inform the Event Director, the selected head referee and Southwest Zone Chair of such assignments.
- E. For events with foreign clubs, the USA Water Polo sanction rules for foreign clubs and athletes applies and therefore those clubs and athletes do not require USA Water Polo registration for sanctioning purposes. However, all other procedures in this document apply to foreign teams.
- F. All sanctioned events will follow current USA Water Polo playing rules with exceptions for any local host or facility concerns such as allowing for different time length of quarters if needed.

## III. EVENT PROCEDURES

The Event Director will perform or oversee the following duties:

- A. Verify each team's USAWP club registration prior to the event commencing.
- B. Each participating team's coach or coach's designee **MUST** provide a team roster to the Event Director that **MUST** include USA Water Polo athlete registration membership evidence prior to the team's first game. The Event Director may, at his/her discretion, select additional registration verification methods.
- C. Each participating team **MUST** have its USA Water Polo Coach Member or coach's designee present to begin each of that team's games.
- D. No game may commence unless the official scoresheets are filled out with complete and verified rosters. The verification will be done by the Event Director or his/her designee under responsibility of the Head Referee. The assigned referees may not start a game prior to the scoresheets being completed and verified.
- E. Maintain all responsibility for all required USA Water Polo membership verifications.
- F. Designate and announce a Tournament Committee to resolve disputes that will consist of an Event Director, a Head Referee, and one or three observers (coaches, referee or other) who are knowledgeable to fill this role.
- G. Collect and maintain all game scoresheets to use in any dispute resolution for a minimum of one week after the event's last game.
- H. Maintain finances and distribute appropriate fees directly to all referees or the Head Referee.
- I. Provide each pool location with adequate equipment to include a minimum of two working shot clocks, a game clock, a scoreboard, new game balls, wave in flags, goals with working nets and proper scoring table documents.

The Tournament Committee will resolve all disputes and protests per majority vote.

- A. Protests must be lodged by an involved coach within 15 minutes after the end of the game in question and must be accompanied by a **\$20 (cash) fee**, to be returned if the protest is upheld.
- B. The Tournament Committee will resolve other issues including event structure, forfeits and behavioral problems.

#### IV. REFEREE ISSUES

All referees for USA Water Polo sanctioned events in the Southwest Zone will be assigned by the Southwest Zone National Referees Committee (NRC) Delegate or his/her designee while working with the Event Director to determine needed number of referees and any specific requests. The Southwest Zone NRC Delegate will only proceed after receiving confirmation from the Southwest Zone Chair that a USA Water Polo event sanction has been approved. One of the assigned referees will be selected as the Head Referee.

The Head Referees duties will include:

- A. Coordinate all advanced arrangements for all referees, including travel to and around the event site and housing.
- B. Make all individual game assignments with the guideline that no referee will officiate more than two games in a row that run concurrently or more that six games in a day.
- C. Serve as a member of the Tournament Committee.
- D. Verify the membership validity and accuracy of all team rosters on game scoresheets while working with the Event Director. For preliminary games where opponents are known in advance, it is recommended that this be completed for all games prior to the event's first game to avoid delays.
- E. Provide a complete cost accounting for the Event Director prior to the end of the event.
- F. Resolve rules interpretations.

Referee costs are the obligation of the Event Director and standard payments are listed in the text below. Event Directors are suggested to use the standard payments to design appropriate team entry fees for their events. The Event Director should consult with the Southwest Zone NRC Delegate for referee numbers/assignments based on the expected event format.

A. Game Fees -

<b>Rating</b>	<b>Game Fee</b>
Rookie	\$ 17
Level 1	\$ 20
Level 2	\$ 25
Level 3	\$ 30
Level 4	\$ 36
Level 5	\$ 42

**Quarter length, age group and whether one or two referees work a game does not affect the above fee schedule.**

**Current ratings for Southwest Zone officials are available from the Southwest Zone or the NRC Delegate.**

B. Assignment Fee - \$2/game payable to the Head Referee that makes the game assignments (this replaces the old Head Referee Fee).

1. If an event is cancelled, the Assignment Fee will be guaranteed and paid by the zone and the Event Director will be charged by the Southwest Zone.
2. Final schedule of games for a weekend tournament must be submitted to the assignor by the previous Sunday evening at 8:00 pm. If the final schedule is not submitted or if there are MAJOR changes after this date/time, the Assignment Fees of \$2/game are doubled to \$4/game.

C. Per diem –

1. \$50 for 'out of town' referees, defined as whether the referee requires a hotel room. If all meals and refreshments are provided, including breakfast, lunch, and a full dinner, this per diem is waved. For the last day of a tournament and the event ends before 5:00 pm, only breakfast and lunch needs to be provided.
2. \$25 for 'local' referees, defined as whether the referee stays at home during the course of the event. If all meals and refreshments are provided, including breakfast, lunch, and a full dinner, this per diem is waved. For the last day of a tournament and the event ends before 5:00 pm, only breakfast and lunch needs to be provided. Only game days count for per diem.
3. Only game days count for per diem. A Friday night arrival for Saturday games does not include per diem for Friday.

D. Travel Expenses -

1. Shared rental car or other transportation (guideline: one car per three referees).
2. For a referee that drives their own vehicle, the reimbursement is \$0.25 per mile.
3. Hotel rooms (two referees per room).
4. Airfare reimbursement not to exceed \$275,

**V. REVISION HISTORY**

- 1/15/05 – Revised and further defined referee game fee schedule in section IV under A. Game Fees.

- 1/15/05 – Removed referee game fee negotiation statement as it was no longer needed with specific fees defined by age groups and quarter length.
- 1/15/05 – Added exception for variable quarter length quarters as is normal practice in section II (F).
- 2/23/05 – Redefine Zone Referee Delegate to Southwest Zone NRC Delegate.
- 2/23/05 – Defined Referee per diem to a “day” as a minimum of 5 hours of games in section IV.
- 2/23/05 – Added text that referee per diem is reduced if meals are provided by the host in section IV.
- 2/23/05 – Added text to the effect that Head Referee fee is reduced for one day events vs. the \$50 fee for a weekend long tournament.
- 2/1/06 – Added referee game fees for 8 minute quarter games.
- 2/1/06 – Increased referee per diem with specification that local referees get per diem only if host does not provide food/drink during the event
- 2/1/06 – Added charge that a cancelled event is charged \$25 to cover head referee expenses for organization time wasted.
- 2/1/06 – Removed cap on local referee mileage cost
- 2/1/06 – Increased caps on referee airfare reimbursement
- 2/9/11 – Revised sanction procedures for Event Director, Zone Chair and Referee Delegate. Added Referee Rating pay scale to replace game fees based on game level and quarter length. Replaced Head Referee Fee with Assignment Fee. Raised max airfare from \$250 to \$275. Other housekeeping.
- 1/27/12 – Revised referee pay scale game fees for Levels 1, 2 and Rookie rated referees. Rookie dropped from \$20 to \$17, Level 1 from \$25 to \$20 and Level 2 from \$27 to \$25. This also aligns better with TISCA high school referee pay scale.